



Science Officer II

The mission of CIRM is to support and advance stem cell research and regenerative medicine under the highest ethical and medical standards for the discovery and development of cures, therapies, diagnostics and research technologies to relieve human suffering from chronic disease and injury. The Institute funds basic, pre-clinical, clinical, and translational science to generate new knowledge that will push the field forward toward therapies and cures.

Key Responsibilities

- Manage the CIRM iPSC Initiative portfolio of grants. Work with participating principle investigators and programs directors to ensure coordination and achievement of the Initiative's goal. Organize meetings, including an initial meeting to define specifics of inter-award dependent processes and activities. Develop and maintain communication with funded Initiative principal investigators and program directors. Monitor and evaluate Initiative projects for progress towards stated objectives and milestones. Represent CIRM policies and objectives to Initiative grantees. Collaborate with CIRM Grants Management staff to ensure Initiative grantee compliance with relevant regulations and policies. Conduct site visits.
- Manage additional grants, loans and contracts. Develop and maintain communication with funded principal investigators and program directors. Monitor and evaluate portfolio projects for progress towards stated objectives and for contribution to CIRM's strategic objectives. Represent CIRM policies and objectives to grantees. Collaborate with CIRM Grants Management staff to ensure awardee compliance with relevant regulations and policies. Conduct site visits.
- Organize, conduct and/or participate in reviews of applications by the Grants Working Group in collaboration with the Senior Review Officer. Prepare summaries of reviewed applications for CIRM's board, the Independent Citizens Oversight Committee, the public and the applicant. Present summaries to ICOC as requested.
- Develop and implement Requests for Application (RFAs) or Requests for Proposal (RFPs) to address strategic scientific priorities and needs in collaboration with Science team and other CIRM staff.
- Collaborate with team members to develop and manage internal processes, portfolio progress, documentation, and reporting.
- Keep abreast of scientific status, needs and priorities within program areas of focus through: 1) communication with investigators; 2) communication with professional and patient advocacy groups; 3) the organization and conduct of scientific workshops and/or conferences and 4) attendance/presentation at scientific meetings. Function as internal expert within program areas of focus.
- Represent CIRM at scientific conferences, at public meetings, with patient advocacy groups and in other venues as required.

- May manage staff or contract employees

Requirements

- M.D. or Ph.D. degree in a biomedical science.
- A minimum of ten years postdoctoral or related biomedical experience (Ph.D.) or completion of an internship (M.D.).
- Demonstrated leadership experience in collaboration management and/or project management of large, multidisciplinary projects.
- Demonstrated leadership in managing strategic scientific projects.
- Demonstrated excellent interpersonal, and written and oral communication skills. Ability to communicate effectively with scientists, physicians, Board members and with non-scientists in sometimes charged and challenging situations
- Ability to exercise appropriate judgment in writing and reviewing scientific proposals for funding and/or scientific manuscripts.
- Ability to recognize project/scientific critical points and communicate those effectively both orally and in writing.
- Demonstrated ability to apply CIRM's or similar organization's rules and regulations.
- Exceptional analytical skills, consulted by others for advice and guidance on specific scientific expertise.
- Ability to perform work independently with appropriate consultation.
- Ability to work with flexibility, efficiency, enthusiasm, and diplomacy both individually and as part of a team effort in a fast paced work environment.
- Demonstrated track record of working collaboratively in a team-oriented, demanding environment.
- Ability to travel statewide and nationally/internationally, as required.

Salary

- The range for the Science Officer II is \$118,657-\$177,985.

Benefits

- CIRM offers a very competitive benefits package through the State of California including a Defined Benefit plan, generous health care and leave time. See the following website for more detailed information <http://www.calhr.ca.gov/employees/pages/salary-and-benefits.aspx>

HOW TO APPLY: Interested candidates please submit:

- Cover letter
- CV/Resume
- California State application (STD. 678) which can be obtained at <http://jobs.ca.gov/pdf/std678.pdf> to:

jobs@cirm.ca.gov or CIRM Search, 210 King Street San Francisco, CA 94107.

CIRM is an Equal Opportunity Employer and committed to a diverse workforce.